

KAY GRANGER
12TH DISTRICT, TEXAS

**VICE CHAIR,
REPUBLICAN CONFERENCE**

REPUBLICAN POLICY COMMITTEE

APPROPRIATIONS COMMITTEE



Congress of the United States
House of Representatives

October 4, 2007

WASHINGTON OFFICE:
440 CANNON HOUSE OFFICE BUILDING
WASHINGTON, D.C. 20515
(202) 225-5071
Fax: (202) 225-5683

DISTRICT OFFICE:
SUITE 407
1701 RIVER RUN ROAD
FORT WORTH, TX 76107
(817) 338-0909
Fax: (817) 335-5852
www.house.gov/granger
texas.granger@mail.house.gov

Thank you for taking time to learn more about the Energy Expo I will be hosting in my district on November 17th, 2007 from 9:00 a.m. to 12:00 p.m.

Energy has become a tier one issue in this country and deserves the attention of not only our national leaders, but it's an important issue that should be discussed in our local communities. Every year our country moves forward with product development and research to create alternative fuels and make everyday products more energy efficient. This energy expo will serve as an outlet for my constituents to view and learn about many of the products available today and what the future holds.

It is my goal that by hosting an Expo on this critical topic I can help increase the awareness of the advances being made and the importance of moving forward to develop more effective ways to create and conserve energy. I am inviting interested parties from all spectrums of the energy world as well as groups and associations that specialize in different areas of energy production, conservation, and research/development to attend. I have also created an *Energy Efficiency Essay Contest* for all middle school students in my district. The essay participants will be invited to attend the Expo and essay winners will receive special recognition for their hard work and creativity.

The goal is to provide my constituents with a wide variety of information and allow them to see first-hand the advances that are being made to move our country forward on a path toward energy efficiency. In addition to all of the groups mentioned above, educational institutions will be invited to participate to discuss energy courses being taught in our area, solar car teams will demonstrate their technology, and interactive exhibits will be on site for all ages to enjoy.

Thank you for your consideration and I look forward to hearing from you soon. Please contact Steve Dutton in my office at 202-225-5071 should you have any questions. I have included an information packet for your reference.

Sincerely,


Congresswoman Kay Granger

Energy Expo Details

Office Contact Information

Steve Dutton
Deputy Communications Director
(202) 226-7960 (direct)
(202) 281-8548 (cell)
(202) 225-5683 (fax)
Steve.Dutton@mail.house.gov

Energy Expo Date/Time/Location

Tarrant County College (TCC), Northwest Campus
4801 Marine Creek Parkway
Fort Worth, Texas 76179
<http://www.tccd.edu/>

Saturday, November 17th, 2007
9:00 a.m. to 12:00 p.m.

Vendor Information

Vendor setup will begin at 7:00a.m.
Please have all booths setup by 8:30a.m. (This includes automotive test driving, auto displays, and vendor booths.)

You can select to have a four foot or six foot table which will be provided. Sufficient electrical outlets will be provided. If your exhibit requires additional assistance, please contact Steve Dutton so arrangements can be made in advance.

For further information, please review the PowerPoint slides for aerial layout, addition views of test driving course, and auditorium layout.

Note: A final vendor participant information packet will be sent two weeks in advance of the expo date.

Expo Check-in: Once you enter the building both entrances to the auditorium will be staffed and will provide assistance with initial check in and exhibit locations.

October 19th is the deadline for vendor participation. Please email or fax the RSVP form to Steve Dutton. On the form please indicate any and all needs so we can accommodate you prior to the event.

Program Line-by-Line

9:00a.m. – Expo opens to the public

11:00.m. – Brief program begins (*will include comments by Congresswoman Granger and the announcement of the winners of the Energy Efficiency Essay Competition*)

11:30a.m. – Program concludes

12:00p.m. – Expo closes

RSVP Participation Form/Waiver Form

(Please email [steve.dutton@mail.house.gov] or fax [202-225-5683] this form to Steve Dutton)

The deadline for participation is Friday, October 19th at Noon EST. (If responding after deadline please contact Steve Dutton at 202-225-5071)

Name (Company, Group, or Organization): _____

Contact Person: _____ Phone: _____

Address: _____

Email: _____

Cell Phone: _____

Please check here if you are an automotive participant (see notes) _____

Will you be participating in the test drive or auto display (Circle or highlight one or both options)

Vendor Table Size (circle or highlight one): 4 foot or 6 foot

Will you need an electrical outlet: _____

Please describe any other assistance you will need: _____

How many individuals will staff the booth: _____

Names and Cell phone numbers: _____

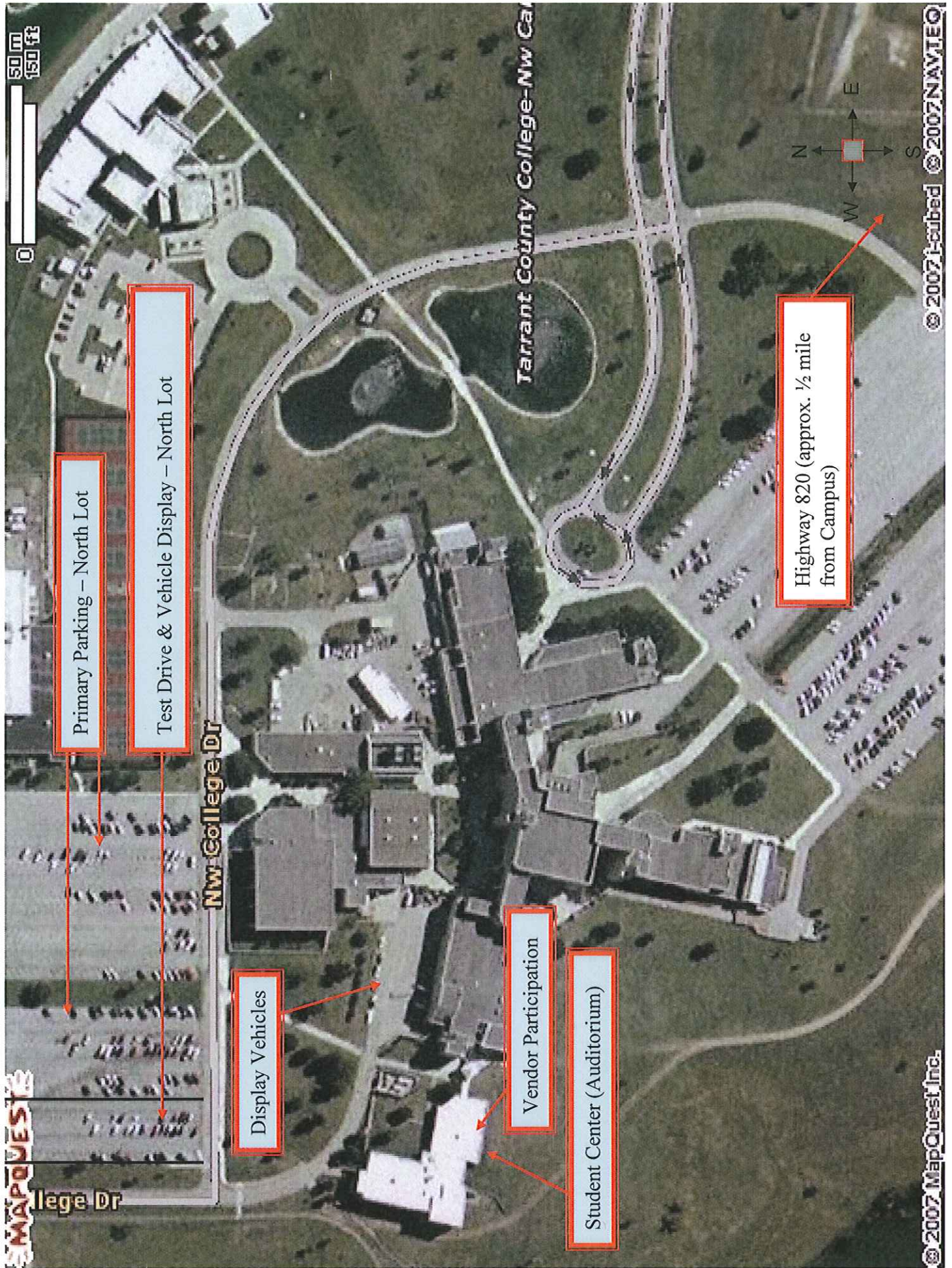
Please provide a brief description of what your booth will showcase:

Note: For automotive vendors please indicate if you would like to have a booth in addition to your outside display.

After forms have been submitted you will receive a follow up call to discuss arrangements for energy expo participation. A final information packet will be sent two weeks in advance of the expo. Please direct all questions to Steve Dutton at Steve.Dutton@mail.house.gov or 202-225-5071.

Pursuant to U.S. House of Representatives ethical rules of conduct, Energy Conservation Summit presenters and booth participants are not allowed to engage in any commercial activities while located on the premises, including, but not limited to, selling books or merchandise, or enrolling individuals for services. Presenters and booth participants are allowed to distribute literature free of charge to individuals and answer questions. Presenters and booth participants are also allowed to ask and obtain an individual's contact information, including name, address, phone number, and email address.

Please initial that you have read and understand the rules of ethical conduct in accordance with the U.S. House of Representatives _____ **Date:** _____

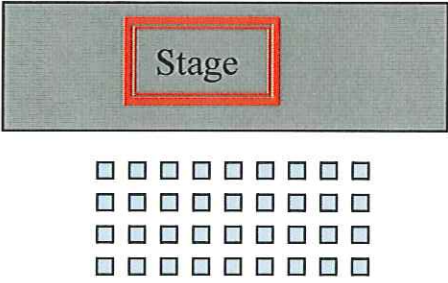
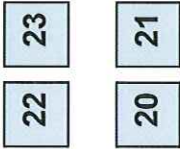


Auditorium Setup – New Setup



Entrance/Registration
Table

Entrance/Registration
Table



VENDOR BOOTHS
Booth size: 4 ft or 6 ft (two chairs per booth)
Electrical Accommodations: Sufficient outlets available (will need to know specific request)

